
“And those who were dancing were thought to be insane by those who could not hear the music”–Friedrich Wilhelm Nietzsche

Job Description

Position	Chief Innovation Officer - Enterprise Incubation Hub
Relevant themes	Viable & resilient rural enterprises, sustainable business models, market linkages
Location	Chennekothapalli, Sri Sathya Sai District, Andhra Pradesh
Website & Socials	www.timbaktu.org , timbaktu.collective

Background:

The Timbaktu Collective (Collective) is a grassroots non-profit organization initiated in 1990 that works towards the sustainable development of marginalized people in the drought prone Ananthapuramu and Sri Sathya Sai districts of Andhra Pradesh.

With promotion of Cooperatives as the main strategy, the Collective has taken up initiatives like promotion of organic farming and marketing, enhancing livelihoods of agricultural laborers through the rearing of small ruminants, community-based eco-restoration, biodiversity/water conservation, empowering rural women through thrift and credit, advancing the rights and livelihoods of persons with disabilities and alternative education, child rights, and youth engagement. The Collective also supports the rural enterprises owned by the Cooperatives with the intent of promoting sustainable circular local economy.

The Timbaktu Collective is seeking to hire a candidate for the position of Chief Innovation Officer – Enterprise Incubation Hub. The person in the role will facilitate promotion of viable producer-owned livelihood and enterprise initiatives. This role also involves building sustainable business models and ensuring strong market linkages for products and services. The position requires a blend of strategic thinking, hands-on implementation, and community engagement to promote resilient rural enterprises.

This is a leadership role that will hold responsibility for leading the development and implementation of the Timbaktu Collective’s pioneering work on sustainable rural enterprises. The postholder will be anchoring effective management methodologies for running businesses while balancing a creative spirit to incubate upcoming products and services under the Timbaktu brand. Please note that this list is indicative of the key responsibilities of this role but is by no means exhaustive.

The Timbaktu Collective is a registered non-profit Organization, established in 1990, that develops alternative, practical and sustainable models of development in the drought-prone districts of Sri Sathya Sai & Ananthapuramu in Andhra Pradesh, India.

Field Office & Mailing Address:Chennekothapalli Village, Sri Sathya Sai District, Andhra Pradesh - 515101
Registered Office: No. 46 Primrose Road, Bengaluru, Karnataka - 560025
tel: +91830 9499 800 web:www.timbaktu.org **email:**hr@timbaktu.org

Primary responsibilities:

- Anchoring enterprise related activities promoted by the Timbaktu Collective to deliver impact and sustainability for business units housed within the Cooperative partnering with the organization.
- Maintaining and building financial resilience and resourcefulness across business enterprises promoted by the Cooperatives while building systems for effective P&L management in tandem with a vision of long-term sustainability.
- Overall support on project grant management for vertical wise compliance on projects to ensure timely delivery and uncompromised quality of processes.

Objectives:

- Lead the strategic development and operationalisation of an income generation plan and support project teams in maintaining effective grant tracking and delivery systems. Build capacity to collect, analyse, and use this information for streamlining production for informed decision making while ensuring reporting to community stakeholders.
- Oversee grant management for enterprise processes across various combined grants including interface with the Program Leads linked with the Timbaktu Collective, including building capacity of staff to operationalise it. This includes overseeing grant management cycles, ensuring compliance, reporting, on time delivery, and engagement with relevant stakeholder including but not limited to donors, members of Managing Committee of the Collective and others as per need.
- Build and maintain a diverse market linkage across institutional, private and public sector partners for promotion of the enterprises including organisation representation and interface in order to facilitate regular engagement to promote regional and cross sector knowledge. Help to raise the profile of Timbaktu enterprises with key audiences and stakeholders through communication channels.

Some of the key specifications are:

- Programme Delivery
- Keeping an overview of systems and processes for procurement, production, and despatch for all enterprise production units housed within Cooperatives promoted by the Collective.
- Develop annual and quarterly business plans, monitor progress, and ensure the sustainability of enterprises.
- Ensure that all required legal compliances of the units are met on time, assets safeguarded, and adequate security arrangements are in place;
- Prepare and manage production plans, build systems and protocols, work on improving machine efficiency of the production units and check basic products and value-added products
- Prepare budgets, cash flows, and financial reports for all enterprises;
- Engage in pricing, costing, and profitability analysis of different products and services;
- Ensure maintenance of facilities and infrastructure, ensure that the plant, workspace, and premises are maintained in a clean and hygienic manner;
- Monitor the work of teams engaged in procurement, storage and processing, packing, sales and marketing, administration, and finance
- Develop and implement marketing strategies for the enterprise, explore new market opportunities,
- Identify potential markets, institutional buyers, and partnerships;

The Timbaktu Collective is a registered non-profit Organization, established in 1990, that develops alternative, practical and sustainable models of development in the drought-prone districts of Sri Sathya Sai & Ananthapuramu in Andhra Pradesh, India.

Field Office & Mailing Address:Chennekothapalli Village, Sri Sathya Sai District, Andhra Pradesh - 515101

Registered Office: No. 46 Primrose Road, Bengaluru, Karnataka - 560025

tel: +91830 9499 800 web: www.timbaktu.org email: hr@timbaktu.org

- Engage in product branding and promotional initiatives, value-chain linkages, and business partnerships;
- Get tests done to determine shelf life and develop nutritional profiles where applicable;
- Ensure parameters as per the Food Safety Standard Authority of India are met through lab testing at least once a year and Legal Metrology Act standards are followed; and
- Oversee food demos, fairs, and promotional events to promote the consumption of organic foods as well as promote all the other verticals.

Capabilities required:

- Ability to identify, monitor and mitigate operational issues arising in enterprise incubation processes.
- Skilled in building and managing strong PME systems to build robust and sustainable businesses.
- Ability to oversee full grant lifecycles, ensuring compliance, reporting, activities and financial accountability.
- A strategic and creative thinker with an ability to problem-solve with an adaptive, flexible working style with a resourceful and enterprising mindset.

Eligibility criteria:

- An entrepreneurial mindset with strong leadership and organizational skills.
- Aptitude to live and work in a rural setting.
- Knowledge of finance and budgeting (cash-flow management, profit and loss, balance sheet, etc.).
- Excellent computer skills, including advanced skills in Microsoft Suite and knowledge of accounting software.
- Excellent communication and public speaking skills in English. Knowledge of Telugu is preferred.
- Possess an MBA or a master's degree in a relevant discipline (Commerce, Rural Management, Social Entrepreneurship, etc.).

Remuneration:

The consolidated monthly salary (CTC) will be in the range of INR 75,000 to INR 1,00,000 with a possible revision after a 3-month probation period based on skills and demonstrated talent and performance.

Application Process:

Interested candidates can apply for the post by sending their CV to hr@timbaktu.org.

The Timbaktu Collective is a registered non-profit Organization, established in 1990, that develops alternative, practical and sustainable models of development in the drought-prone districts of Sri Sathya Sai & Ananthapuramu in Andhra Pradesh, India.

Field Office & Mailing Address:Chennekothapalli Village, Sri Sathya Sai District, Andhra Pradesh - 515101

Registered Office: No. 46 Primrose Road, Bengaluru, Karnataka - 560025

tel:+91830 9499 800 **web:**www.timbaktu.org **email:**hr@timbaktu.org